

**Town of Hamilton
Community Preservation Committee
May 10, 2007**

Attendees

The meeting was called to order at approximately 7:30pm in the Memorial Room of Town Hall with the following Committee members in attendance: Dave Carey, Lindle Willnow, Ray Whipple, Leigh Keyser, and Peter Dana. A quorum was present. Christine Berry as CPC Coordinator was also present.

Approval of Meeting Minutes

The minutes, with edits, from the March 8th, March 22nd, March 5th and March 12th meetings were approved.

Town Meeting Recap

There was a strong feeling during Town Meeting that citizens did not fully understand the opportunities and limitations of CPA funding and projects. It was suggested that the Selectmen consider playing a larger role at Town Meeting in endorsing and explaining CPA projects. The Committee may want to think about revisiting the principles they created and re-voting them.

Ideas for improving citizen understanding of CPA

Ideas to broaden public education about CPA were discussed. Suggestions included a town-wide mailing, newspaper articles, updating the website, and highlighting successful projects once completed. There was concern that a town-wide mailing might be thought of by the public as an unwise use of funds. Fall was discussed as the best time for public education and outreach.

Christine will get in touch with Katherine Roth of the Community Preservation Coalition to see what other towns are doing to deal with these types of issues. Christine will work with Katherine to explore the idea of setting up a forum of Community Preservation Coordinators in neighboring towns.

FY08 projects and keeping them on track

Christine will contact each of the successful project proponents and detail what steps they need to take in order to receive CPA funds including billing information, submittal of brief quarterly reports, etc. She will also meet with Deborah Mena to set up the best way for each project proponent to receive funds in the most timely and efficient manner. Christine will set up a detailed project tracking sheet which will include all FY07 and FY08 projects. She will circulate to the Committee for comments before implementing.

Other

Christine will also work with the necessary representatives from both Hamilton and Wenham to coordinate on future joint-town CPC projects.

Next Meeting

The next meeting is scheduled for Thursday, June 7th at 7:30pm in the Memorial Room at Town Hall.

Meeting Adjournment

The meeting was adjourned at approximately 8:30pm.